

ORDINANCE 044-12**COCHISE COUNTY RURAL ADDRESSING ORDINANCE**

Pursuant to authority of A.R.S. §§ 11-251 and 11-251.05 the Cochise County Board of Supervisors hereby revise and replace the Cochise County Rural Addressing Ordinance, previously adopted by Resolution 86-70 on October 1, 1990, and amended by Resolution 03-32 on May 27, 2003, and again by Resolution 06-12, on January 24, 2006, in order to conform to state guidelines for road signage standards in the County and to make the County's Rural Addressing Program, which is responsible for assigning addresses and road names for new development, more efficient and effective.

Upon the effective date of this amended Cochise County Rural Addressing Ordinance, all existing regulations and ordinances, or any portions of them, in conflict or inconsistent with this amended Ordinance shall be deemed to be repealed. This Ordinance shall take effect 30 days after its approval by the Cochise County Board of Supervisors.

1. The Rural Addressing Department of the Planning Division will assign addresses within grids in Cochise County, excluding the Fort Huachuca Military Reservation and the incorporated areas of County municipalities. The Rural Addressing Section will identify current physical addresses, as designated in this ordinance.

2. **Definitions:**

For purposes of this Ordinance:

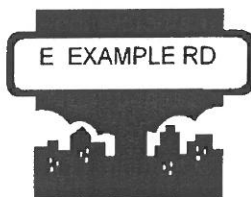
- A. "Road" means "street" or "highway" as defined in ARS § 28-101.49;
- B. "Private Road" MEANS a travel way on private property or private easements that provides access to more than two parcels; and
- C. "Non-parceled property" means a piece of real property that does not have a tax parcel identification number assigned (highway or drainage right-of-way, federal and state property etc.).

3. **Road Naming Principles:**

- A. Except as specified in F below, all roads, streets and highways shall be named.

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- B. Private Roads that provide access to more than two parcels, whether all are occupied or not shall be named.
- C. Avoid duplication. There should be no duplication of road names or numbers used as names. An exception to the no-duplication rule may occur when a 'court' or 'cul-de-sac' has the same name as the road from which it originates. Similar sounding names are considered to be duplications, regardless of spelling.
- D. Road names may not consist of words that have a profane, ethnic or insulting meaning in any language in common use in the County; if an acronym is used for the name, it may not have any meaning that violates these criteria.
- E. Foreign language street names having a valid translation into English street type equivalents may be used where appropriate, in conjunction with roads named in that language.
- F. Roads that currently follow the same alignment and connect, yet have more than one (1) name, will be subject to re-naming to a single name. Roads that are non-contiguous, but that are likely to be connected in the future, shall be given the same name when they are connected.
- G. Road segments that are broken by excessive distance, or geographic or topographic features, that make it unlikely that the road segments will be connected in the future, may retain or be given different names.
- H. The continuation of an existing road shall be given the same name even if the road curves. However, if a road makes a 90-degree or sharper angle, and runs in a new direction for more than 500-feet, the name may be changed.
- I. The length of a road name shall not exceed 20 letters or characters, including spaces. Directionals shall precede the road name and suffixes shall use U.S. postal standard abbreviations as depicted in the examples below.



- J. Continuing roads are recommended to be designated as "Drive", "Boulevard", "Road", "Avenue", "Street", "Highway", "Parkway" or "Trail".
- K. Loop streets may be designated as a "Circle" or "Loop".
- L. A dead-end road that extends to a boundary of a subdivision shall be designated as a continuing street.

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- M. A cul-de-sac road of 300 feet or more may have a separate name from the road of its origin.
- N. Compass designations are required on sections or segments of roads with the same name unless a city/town road does not have a compass designation, and the:
 - (1) Road is an extension or segment of a city or town road;
 - (2) Street is divided between a city/town and the county; and
 - (3) Access to adjacent property is onto the city/town road.
- O. A cul-de-sac road of less than 300 feet in length shall have the same name as the road of its origin.
- P. If property owners purchase and install road signs, the signs must conform to the Manual on Uniform Traffic Control Devices by the US Department of Transportation and Federal Highway Administration (MUTCD) with County-approved names for private roads.
 - (1) Signs on highways and County maintained roads shall be white letters on a green background.
 - (2) Signs on County non-maintained roads or private roads shall be white letters on a blue background.
 - (3) Signs on all named roads within State and National Parks, Forests, Monuments, Riparian Areas and Reserves shall be white letters on a brown background.

4. Addressing Principles:

The following principles will be used when assigning address numbers or changing address numbers within each grid in Cochise County:

- A. Even numbers should always be on one side of the road and odd numbers should be on the other side, consistent within the grid area.
- B. The numbering system should allow for expansion to accommodate future growth in the area.

5. Procedures:

The following procedures will be used when naming or renaming roads within each grid in Cochise County.

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- A. County Rural Addressing personnel shall determine the need to name or rename a road based on the criteria established in this ordinance.
- B. Unless a petition for road naming/renaming is received, County Rural Addressing personnel shall assign a road name in accordance with procedures established below.
- C. In order to name or re-name a road, Rural Addressing personnel will send ballots offering three road name choices to the owners of record of occupied residential and commercial properties--i.e., properties being lived on, or on which businesses are being operated, or which are undergoing the residential/ nonresidential permit process--on the road to be named or renamed. The ballots must be returned to Rural Addressing within 15-days. Of the ballots that are returned in a timely manner, the name that receives 2/3 of the votes will be made the official name of the road. If no selection obtains 2/3 of the votes, Rural Addressing personnel will select the official name from the three ballot choices.
- D. The owner of an occupied property on any road may submit a Road Naming/Renaming Petition, together with the non-refundable application fee. A road name will be designated based upon this Petition if the applicant submits written approval of 2/3 of the other owners of occupied properties along this road. The Rural Addressing Department will assist petitioners in determining whether or not a property is occupied and in obtaining a listing of property owners along the road to be named or renamed from the County Assessor's Office. The petitioner shall have the responsibility of contacting these owners and obtaining the necessary approval. If approval from 2/3'S of these owners is not obtained, the petition will be denied.
- E. The Rural Addressing Section is authorized to develop and implement forms and procedures as necessary to implement this road naming/renaming process.
- F. Rural Addressing personnel are authorized to enter onto all properties within the County that are to be serviced by 9-1-1 Emergency units in order to verify driveway and building locations and to deliver Rural Addressing materials.

6. Public Necessity:

Unless Rural Addressing determines that there is a public necessity for a road name, road names shall not be assigned on roads serving undeveloped properties except:

- A. Road names may be assigned before permits are issued within the survey boundaries for unsubdivided land surveys requiring a public report from the Arizona department of real estate. The subdivider shall be responsible for the cost of road signs and installation.
- B. Road names shall be assigned for subdivision final plats before permits are issued. The subdivider shall be responsible for the cost of road signs and installation.

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- C. Road names selected for unsubdivided land surveys and subdivisions shall be approved by county rural addressing.

7. Responsibility for Posting Address Numbers:

- A. The owner of record of a property to which an address number has been assigned will be notified of that number in writing at the time a building/zoning permit is issued. Address numbers will be provided by the County.
- B. Within 60-days after the receipt of such written notification, the owner of record of the property to which an address number has been assigned shall affix address numbers made from durable, reflective materials on that property in a location that is clearly visible to emergency service providers. In the event that assigned, legible and visible numbers already exist on the property, they may remain as posted.
 - (1) When a house or building is some distance from a road, or when view of the house or building is blocked by trees or shrubs, address numbers should be affixed to either a tree, fence, or lawn stake so that these numbers are visible from both directions on the road on which the house is addressed.
 - (2) On a corner lot, the address number should face the road named in the address.
- C. Numerals indicating the assigned numbers for each principal building on a property shall be posted in a manner as to be legible and distinguishable from the road on which the property is addressed. If a principal building is occupied by more than one business or family dwelling unit, each separate front entrance may display a separate number.
- D. It shall be the duty of the owner upon affixing the new number to remove any different number which might be mistaken for or confused with the number assigned by the Rural Addressing Department.

8. New addresses:

- A. Address numbers **MAY** be assigned to each proposed lot or tract on surveyor's copies of subdivision final plats.
- B. Addresses shall not be issued for vacant lots or non-parceled property, except;
 - (1) When required for utility hookups on vacant land;
 - (2) When required for hookups on non-parceled land that serve utility or government agency communications, signaling, telemetry or aircraft navigation equipment; or
 - (3) When necessary to file an application for a State or Federal license. If the requested license is not issued the address shall be withdrawn.

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9. Master Street Address Guide Coordinator (MSAG):

The County MSAG Coordinator shall:

- A. Maintain the MSAG by updating addressing street information to the MSAG Data Base;
- B. Ensure coordination between MSAG and Rural Addressing Master Street Name List databases;
- C. Resolve Automatic Location Information (ALI) and Automatic Numbering Identification (ANI) routing problems;
- D. Provide accurate information to the telephone service providers to update and/or correct their customer databases;
- E. Serve as a coordinating point for MSAG changes between all Public Safety Answering Points (PSAP) in the county and the switching database vendor for the enhanced 9-1-1 (E 9-1-1-) system;
- F. Maintain a countywide street name list and provide guidance to cities to avoid duplicated or confusing street name assignments;
- G. Determine the emergency service zone information for all street addresses in the county;
- H. Provide addressing information to the Cochise County information technologies department for the mapping database used for the 9-1-1 system;
- I. Establish and maintain policies and procedures to protect the privacy of telephone subscriber information obtained during the course of the coordinator's normal duties; and
- J. Serve as the interface with the 9-1-1 switching database vendor for any PSAP operated for Cochise County.

10. Fee Schedule:

The fee schedule for processes and services shall be as set forth in the adopted Planning and Zoning Fee Schedule as amended from time to time.

11. Enforcement, Violations and Penalties:

- A. The rules of procedure for hearings on Zoning Violations before the County Hearing Officer shall also apply to violation proceedings arising under this Ordinance.

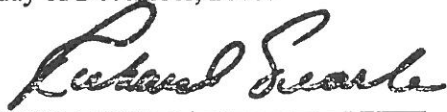
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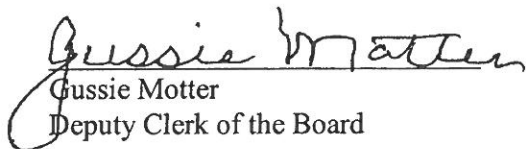
- B. Law enforcement officers, the County Zoning Inspector, building inspectors, Rural Addressing Department personnel and the Planning Director may initiate a complaint or citation for violations of this Ordinance.
- C. The Hearing Officer who has been designated to hear Zoning Violation proceedings under the Cochise County Zoning Regulations shall also hear any violation proceedings under this Ordinance.
- D. Enforcement by Civil Penalty: In the event that the owner of record of any house or building refuses to comply with the terms of this Ordinance by failing to affix the number assigned within 60-days or by failing to remove invalid numbers affixed to such house, or house entrance, or elsewhere, which may be confused with the number assigned thereto, they shall be subject to civil penalty. The owner shall be provided 30-days written notice to remedy the deficiency.
- E. For a first violation of this Ordinance, the penalty shall not exceed fifty (\$50.00) dollars for a person or enterprise.
- F. For a second or subsequent violation arising out of the same facts, the penalty shall not be less than fifty (\$50.00) dollars for a person or enterprise, and shall not be more than two hundred (\$200.00) dollars for an enterprise.

PASSED AND ADOPTED by the Board of Supervisors of Cochise County, Arizona, this 18th day of December, 2012.



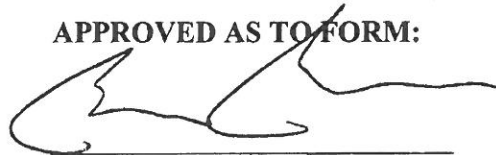
Richard R. Searle, Chairman
Board of Supervisors

ATTEST:



Gussie Motter
Deputy Clerk of the Board

APPROVED AS TO FORM:



Adam Ambrose
Civil Deputy County Attorney